

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 12, 2025
6:30 PM

The Lower Windsor Township Board of Supervisors held their regular meeting at the Township Community Building at 2425 Craley Road, Wrightsville PA. The meeting was called to order by Chairman Yakubowski at 6:30 p.m. with a pledge to the flag. Also present at the meeting were Supervisors Phil Rohrbaugh and Barry Strayer; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Zoning Officer Monica Love; Solicitor Andrew Herrold; Engineer John Affriol and Chief Thomas. Patrons in attendance: 14

Chairman Yakubowski announced an executive session was held before the meeting regarding personnel matters.

PUBLIC COMMENT: None

APPROVAL OF MINUTES – MAY 9, 2025: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the May 9, 2025, minutes as presented, motion carried.

STORMWATER PRESENTATION – JESSICA FIELDHOUSE, C. S. DAVIDSON: Ms. Fieldhouse provided a presentation on the Lower Windsor Township MS4 program. Ms. Love also noted that over 85 projects were funded through the York County MS4 program.

REPORTS:

1. POLICE – Chief Thomas submitted his report.
 - a. Thanked the local Fire/Police/EMS and adjoining departments for their cooperation with a serious traffic accident on Rt. 30.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Craley Fire Co is asking for authorization to attend the Stewartstown Carnival on July 19, 2025. Motion by Chairman Yakubowski, seconded by Supervisor Strayer, to approve the attendance to the carnival, motion carried.
 - b. The EPA released the 2025 five-year review findings for the Modern Landfill Superfund Site and will be available to view on Savvy Citizen and our website.
 - c. Savvy Citizen has over 1300 subscriptions.
3. SOLICITOR: Atty. Herrold submitted his report.
 - a. Moon Dancer Winery – The PA Superior Court decision last week backed a York County court order shutting down Moon Dancer Winery.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Preparing a cost estimate to repair stormwater pipe on Country Lane adjacent to an existing stormwater basin. He feels this is a policy decision by the Board to take responsibility for a private stormwater basin issue. We have 4 to 5 private stormwater issues in the township, if we repair one, we will have to do all. The township has the responsibility to create a stormwater policy and set fees.
5. HIGHWAY – Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.

7. EMERGENCY SERVICES: Received reports from Craley Fire Co., East Prospect Fire Co., SAFER/Yorkana, LifeTeam, and Red Lion Ambulance. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to donate the Jeep to East Prospect Fire Co., motion carried.
8. RECREATION AUTHORITY: Ms. Cirillo submitted her report.
 - a. Considering increase of fees for use of the field at Rexroth Park by the Young Knights.
 - b. Exploring the cost to change from paper towels to hand dryers in the downstairs bathrooms.
 - c. Provided their 2024 Audit Report for review. The new policy will be to perform annual reviews of the accounts and audits every 2 years. In doing so we will have to amend the By Laws.
 - d. Work with Township staff to refurbish the ballfields at Rexroth Park in 2026.
 - e. Review fees for current programs. Questioned why pickleball is not charged for use of the gym. Supervisor Strayer will discuss this matter with the pickleball representatives.
 - f. The painting of the pickleball lines will be on September 8, 2025. The gym will close during that time.

ZONING:

1. WELL ISOLATION WAIVER – 4870 YORKANA ROAD & 157 CALVARY CHURCH ROAD: Ms. Love reported that both properties require a replacement system, but due to the size of the layout of the lot there is insufficient area to replace the system and meet the required separation distance of 100' from a well. These two properties are requesting a waiver for the well isolation distance. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the well isolation distance for both properties, motion carried.

OLD BUSINESS:

1. REMOVAL OF TRAFFIC HAZARDS BY OWNER – TABLED FROM MAY: At the request of the Board Ms. Love sent a letter to Mr. Hildebrand, the property owner at 874 Cool Creek Rd. explaining his newly planted trees are creating a traffic hazard and shall be removed within 10 days. Mr. Hildebrand responded that he would not be removing or relocating the trees. A lengthy discussion on how to remedy this problem took place. Supervisor Rohrbaugh will contact the property owner to discuss his willingness to remedy this problem. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski, to table this item till the July meeting, motion carried.
2. MUNICIPAL BOUNDARY AGREEMENT WITH HELLAM TOWNSHIP: A copy of the boundary line agreement was provided to the Board for review. Atty. Herrold expressed if the Board has no reservations, he would need authorization to advertise the ordinance for adoption. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to authorize the advertisement, motion carried.

NEW BUSINESS:

1. SRO CONTRACT: Ms. Cunningham provided the SRO contract for approval. Supervisor Rohrbaugh questioned if the special security officers (SSO) do something wrong will the SRO have the compacity to do anything or must he call the police department. Mr. Rohrbaugh would like to see language for that in the agreement. Motion by Supervisor Rohrbaugh,

seconded by Chairman Yakubowski to approve the contract subject to the review/revision of the indemnity from SSO's actions, motion carried.

2. SPECIAL TEMPORARY PERMITS RENEWALS: Ms. Love provided the list of 5 renewals for approval. Motion by Chairman Yakubowski, seconded Supervisor Strayer to approve the special temporary permit renewals as listed, motion carried.
3. APPOINTMENT OF ALTERNATE SEO: Site Design Concepts (SDC) employ the primary and alternate sewage enforcement officers. In the event that SDC represents a client for land development or subdivision plans, where SEO services are necessary, the township needs to have another alternate SEO to avoid a conflict of interest. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to appoint Jim Bridges of C S Davidson as an alternate SEO, motion carried.
4. THANK YOU LETTER – FISHING CREEK ROAD ROCK - B STRAYER: Supervisor Strayer would like to present an appreciation certificate to the company owner who donated the rock for Fishing Creek Road project last year. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the appreciation certificate for presentation to the company owner, motion carried. Supervisor Strayer will work with staff to prepare a certificate.
5. APPROVAL OF BILLS: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills as listed in the amount of \$115,967.44, motion carried.
6. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 8:06 pm

Respectfully submitted.

Linda J Zimmerman, Secretary